

# **Appendix A-10: Data Dictionary for MassHealth Specific Measures**

## **RY2017 Technical Specifications Manual for MassHealth Acute Hospital Quality Measures (Version 10.0)**

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***Effective with Q3-2016 discharges (07/01/16)***

## Enhancements to Data Dictionary (v 10.0)

This Appendix contains the full set of clinical and administrative data element definitions to supplement the maternity and care coordination measures technical specifications outlined under Section 3 of this manual. It also includes definitions for all patient identifier administrative data elements required in the MassHealth Crosswalk Files to supplement the MassHealth Payer Files for the nationally reported hospital quality measures data.

This version of the data dictionary contains changes to definitions for existing data elements and introduces new data elements effective with Q3-2016 data. These changes are summarized in table below.

### Updates to Data Dictionary (version 10.0)

Change to Data Element	Maternity and Newborn Measures (MAT-3, 4, 5) (NEWB-1, 2)	Care Coordination Measures (CCM-1, 2, 3)	All MassHealth Records
<b>Existing</b>	<ul style="list-style-type: none"> <li><u>Admission to the NICU</u></li> <li><u>Exclusive Breast Milk Feeding</u></li> <li><u>Labor</u></li> <li><u>Number of Previous Live Births</u></li> <li><u>Prior Uterine Surgery</u></li> <li><u>Term Newborn</u></li> </ul>	<ul style="list-style-type: none"> <li><u>Advance Care Plan</u></li> <li><u>Current Medication List</u></li> <li><u>Discharge Diagnosis</u></li> <li><u>Medical Procedures and Tests</u></li> <li><u>Reason for Admission</u></li> <li><u>Reconciled Medication List</u></li> <li><u>Studies Pending at Discharge</u></li> <li><u>Transmission Date</u></li> </ul>	<ul style="list-style-type: none"> <li><u>Admission Date</u></li> <li><u>Provider ID</u></li> </ul>
<b>Add New</b>	<ul style="list-style-type: none"> <li><u>N/A</u></li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>Retired:</b>  <u>Effective as of Q3-2016</u>	<ul style="list-style-type: none"> <li><u>Clinical Trial</u></li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

All updates to existing and/or new data elements are shown in underlined italic font on the table of contents and throughout this data dictionary. The table of contents also shows which data element corresponds to the specific measure it is being collected for and the page number locator.

### Data Dictionary Format and Terms

This data dictionary contains detailed information necessary for defining and formatting the collection of all data elements, as well as the allowable values for each data element that uses the following format:

- **Data Element Name:** A short phrase identifying the data element.
- **Collected For:** Identifies the measure(s) requiring that data element to be collected.
- **Definition:** A detailed explanation of the data element.
- **Suggested Data Collection Question:** The wording for a data element question in a data abstraction tool.
- **Format: Length:** The number of characters or digits allowed for the data element.
- **Type:** The type of information the data element contains (e.g., numeric, alphanumeric, date, character, or time).
- **Occurs:** The number of times the data element occurs in a single episode of care record.
- **Allowable Values:** A list of acceptable responses for this data element.
- **Notes for Abstraction:** Notes to assist abstractor in the selection of appropriate value for a data element.
- **Suggested Data Sources:** Source document from which data may be identified such as administrative or medical record. Please note the data sources listed are not intended to reflect a comprehensive list.
- **Guidelines for Abstraction:** Notes to assist abstractors in determining how data element inclusions/exclusions should be answered.

Adherence to data dictionary definitions provided in this EOHHS manual are necessary to ensure that data element abstraction is accurate and reliable. This data dictionary should be used in conjunction with Section 6 (Table 6.1) of this EOHHS manual for a list of the data elements that are subject to data validation scoring.

## Data Dictionary Table of Contents

Data Element	Field Name	Page #	Collected for
<u>Admission Date</u>	ADMIT-DATE	5	All MassHealth Records
<u>Admission to the NICU</u>	ADMNICU	6	NEWB-1, NEWB-2
<u>Advance Care Plan</u>	ADVCAREPLN	7	CCM-2
Birthdate	BIRTHDATE	9	All MassHealth Records
Born in this Facility	BORNFAC	10	NEWB-2
Comfort Measures Only	CMO	11	NEWB-2
Contact Information 24hrs/ 7 days	CONTINFOHRDY	12	CCM-2
Contact Information for Studies Pending	CONTINFOSTPEND	13	CCM-2
<u>Current Medication List</u>	MEDLIST	14	CCM-2
Discharge Date	DISCHARGE-DATE	15	All MassHealth Records
<u>Discharge Diagnosis</u>	PRINDXDC	16	CCM-2
Discharge Disposition	DISCHGDISP	17	All MassHealth Records
DVT Prophylaxis for Cesarean Delivery	DVTP	20	MAT-5
Episode of Care	EPISODE-OF-CARE	21	All MassHealth Records
Ethnicity	ETHNICCODE	22	All MassHealth Records
<u>Exclusive Breast Milk Feeding</u>	EXBRSTFD	24	NEWB-1
First Name	FIRST-NAME	25	All MassHealth Records
Gestational Age	GESTAGE	26	MAT-3, MAT-4, NEWB-2
Hispanic Indicator	ETHNIC	28	All MassHealth Records
Hospital Bill Number	HOSPBILL#	29	All MassHealth Records
ICD-10-CM Other Diagnosis Codes	OTHERDX#	30	All MassHealth Records
ICD-10-PCS Other Procedure Codes	OTHERPX#	31	All MassHealth Records
ICD-10-PCS Other Procedure Dates	OTHERPX#DT	32	All MassHealth Records
ICD-10-CM Principal Diagnosis Code	PRINDX	33	All MassHealth Records
ICD-10-PCS Principal Procedure Code	PRINPX	34	All MassHealth Records
ICD-10-PCS Principal Procedure Date	PRINPXDATE	35	All MassHealth Records

Data Element	Field Name	Page #	Collected for
<u>Labor</u>	ACTLABOR	36	MAT-3
Last Name	LAST-NAME	38	All MassHealth Records
MassHealth Member ID	MHRIDNO	39	All MassHealth Records
<u>Medical Procedures and Tests &amp; Summary of Results</u>	PROCTEST	40	CCM-2
National Provider ID	NPI	42	All MassHealth Records
Newborn Bilirubin Screening	BILISCRN	43	NEWB-2
<u>Number of Previous Live Births</u>	PARITY	44	MAT-4
Patient Identifier	PATIENT-ID	46	All MassHealth Records
Patient Instructions	PATINSTR	47	CCM-2
Payer Source	PMTSRCE	48	All MassHealth Records
Plan for Follow Up Care	PLANFUP	50	CCM-2
Postal Code	POSTAL-CODE	52	All MassHealth Records
Primary Physician/ Health Care Professional for Follow Up Care	PPFUP	53	CCM-2
<u>Prior Uterine Surgery</u>	PRIORUTSURG	55	MAT-3
<u>Provider ID</u>	PROVIDER-ID	56	All MassHealth Records
Provider Name	PROVNAME	57	All MassHealth Records
Race	MHRACE	58	All MassHealth Records
<u>Reason for Inpatient Admission</u>	INPTADMREAS	60	CCM-2
<u>Reconciled Medication List</u>	RECONMEDLIST	61	CCM-1
Sample	SAMPLE	63	All MassHealth Records
Sex	SEX	64	All MassHealth Records
<u>Studies Pending at Discharge</u>	STUDPENDDC	65	CCM-2
<u>Term Newborn</u>	TRMNB	66	NEWB-1
Transition Record	TRREC	68	CCM-2
<u>Transmission Date</u>	TRDATE	70	CCM-3

<b>Data Element Name:</b>	Admission Date		
<b>Collected For:</b>	All MassHealth Records		
<b>Definition:</b>	The month, day, and year of admission to acute inpatient care.		
<b>Suggested Data Collection Question:</b>	What is the date the patient was admitted to acute inpatient care?		
<b>Format:</b>	<b>Length:</b>	10 – MM-DD-YYYY (includes dashes)	
	<b>Type:</b>	Date	
	<b>Occurs:</b>	1	
<b>Allowable Values:</b>	MM	=	Month (01-12)
	DD	=	Day (01-31)
	YYYY	=	Year (2000 – 9999)

**Notes for Abstraction:** The intent of this data element is to determine the date that the patient was actually admitted to acute inpatient care. Because this data element is critical in determining the population for many measures, the abstractor should NOT assume that the claim information for the admission date is correct. If the abstractor determines through chart review that the date is incorrect, for purposes of abstraction, she/he should correct and override the downloaded value.

For patients who are admitted to Observation status and subsequently admitted to acute inpatient care, abstract the date that the determination was made to admit to acute inpatient care and the order was written. Do not abstract the date that the patient was admitted to Observation.

**Example:**

Medical record documentation reflects that the patient was admitted to observation on 04-05-20xx. On 04-06-20xx the physician writes an order to admit to acute inpatient effective 04-05-20xx. The Admission Date would be abstracted as 04-06-20xx; the date the determination was made to admit to acute inpatient care and the order was written.

The admission date should not be abstracted from the earliest admission order without regards to substantiating documentation. If documentation suggests that the earliest admission order does not reflect the date the patient was admitted to inpatient care, this date should not be used.

Example:

Preoperative orders dated 4-6-20xx with an order to admit Inpatient. Postoperative orders, dated 5-1-20xx, state to admit to acute inpatient. All other documentation supports that the patient presented to the hospital for surgery on 5-1-20xx. The admission date would be abstracted as 5-1-20xx.

If there are multiple inpatient orders, use the order that most accurately reflects the date that the patient was admitted.

For newborns that are born within this hospital, the Admission Date would be the date the baby was born.

**Suggested Data Sources:** **PRIORITY ORDER FOR THESE SOURCES**  
Physician orders  
Face sheet

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	Admit to observation Arrival date

<b>Data Element Name:</b>	Admission to NICU	
<b>Collected For:</b>	NEWB-1, NEWB-2	
<b>Definition:</b>	Documentation that the newborn was admitted to the Neonatal Intensive Care Unit (NICU) at this hospital any time during the hospitalization.	
<b>Suggested Data Collection Question:</b>	Was the newborn admitted to the NICU at this hospital at any time during the hospitalization?	
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1	
<b>Allowable Values:</b>	Y (Yes)	There is documentation that the newborn was admitted to the NICU at this hospital at any time during the hospitalization.
	N (No)	There is no documentation that the newborn was admitted to the NICU at this hospital at any time during the hospitalization or unable to determine from medical record documentation.
<b>Notes for Abstraction:</b>	<p>A NICU is defined as a hospital unit providing critical care services which is organized with personnel and equipment to provide continuous life support and comprehensive care for extremely high-risk newborn infants and those with complex and critical illness (source: American Academy of Pediatrics). Names of NICUs may vary from hospital to hospital. Level designations and capabilities also vary from region to region and cannot be used alone to determine if the nursery is a NICU.</p> <p>If the newborn is admitted to the NICU for observation or transitional care, select allowable value “no”. Transitional care is defined as a stay of 4 hours or less in the NICU. <u>There is no time limit for admission to observation.</u></p> <p>If an order to admit to the NICU is not found in the medical record, there must be supporting documentation present in the medical record indicating that the newborn received critical care services in the NICU in order to answer yes. Examples of supporting documentation include, but are not limited to the NICU admission assessment and NICU flow sheet.</p> <p><u>If your hospital does not have a NICU, you must always select Value “No” regardless of any reason a newborn is admitted to a nursery.</u></p>	
<b>Suggested Data Sources:</b>	Nursing notes Discharge summary Physician progress notes	

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Advance Care Plan
<b>Collected For:</b>	CCM-2
<b>Definition:</b>	<p>An Advance Care Plan refers to a written statement of patient instructions or wishes regarding future use of life sustaining medical treatment. This data element may also be called advance directive, living will, healthcare proxy, DNR, power of attorney.</p> <p>A transition record that included documentation of an Advance Care Plan or a documented reason for not providing an advance care plan.</p>
<b>Suggested Data Collection Question:</b>	Does the Transition Record include documentation of an Advance Care Plan?
<b>Format:</b>	<p><b>Length:</b> 1</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Y (Yes) The transition record includes documentation of an Advance Care Plan or a documented reason for not providing an advance care plan.</p> <p>N (No) The transition record does not include documentation of an Advance Care Plan or a documented reason for not providing an advance care plan.</p>
<b>Notes for Abstraction:</b>	<p>The presence of an advance care plan must be documented on the transition record for all patients 18 years and over.</p> <p>A checkbox or documentation of the presence of an advance directive, health care proxy, power of attorney, DNR or Full Code status etc must be documented.</p> <p>If there is no advance care plan, a reason must be documented.</p> <p>A documented reason for not providing an advance care plan includes:</p> <ul style="list-style-type: none"> <li>• The care plan was discussed but the patient did not wish or was not able to name a health care proxy</li> <li>• The patient was not able to provide an advance care plan</li> <li>• Documentation as appropriate that the patient's cultural and/ or spiritual beliefs preclude a discussion of advance care planning as it would be viewed as harmful to the patient's beliefs and thus harmful to the physician patient relationship</li> <li>• The patient was &lt; 18 years of age (calculated from Date of Birth and Admission Date)</li> <li>• Patient refusal of advance care plan information or decision for an advance care plan, select Y(Yes)</li> </ul> <p>Documentation in the medical record that there is no advance care plan without a reason does not meet the requirement.</p> <p>The physician decision not to address the Advance Care Plan topic with the patient does not meet the requirement.</p> <p><u><i>In the event the patient is transferred to another site of care and the advance care plan information is provided to the next site of care, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.</i></u></p>

A copy of an Advance Care Plan document within the medical record does not meet the requirement. The Transition Record must have documentation of an Advance Care Plan.

**Suggested Data Sources:** Transition Record  
Discharge Instructions

**Guidelines for Abstraction:**

Inclusion	Exclusion
Advance Care Directives Power of Attorney Health care proxy Do Not Resuscitate – DNR etc Living Will Documentation of code status: Full Code	Patients < 18 years of age



**Data Element Name:** Birthdate

**Collected For:** All MassHealth Records

**Definition:** The month, day, and year the patient was born.

NOTE: Patient's age (in years) is calculated by *Admission Date* minus *Birthdate*. The algorithm to calculate age must use the month and day portion of admission date and birthdate to yield the most accurate age.

**Suggested Data  
Collection Question:**

What is the patient's date of birth?

**Format:**

**Length:** 10 – MM-DD-YYYY (includes dashes)

**Type:** Date

**Occurs:** 1

**Allowable Values:**

MM = Month (01-12)

DD = Day (01-31)

YYYY = Year (1880 – 9999)

**Notes for Abstraction:**

Because this data element is critical in determining the population for many measures, the abstractor should NOT assume that the claim information for the birthdate is correct. If the abstractor determines through chart review that the date is incorrect, for purposes of abstraction, she/he should correct and override the downloaded value. If the abstractor is unable to determine the correct birthdate through chart review, she/he should default to the date of birth on the claim information.

**Suggested Data Sources:**

Emergency department record

Face sheet

Registration form

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** Born in this Facility

**Collected For:** NEWB-2

**Definition:** Documentation that the newborn was born in this facility

**Suggested Data Collection Question:** Was the newborn born in this facility?

**Format:** **Length:** 1  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:**

Y (Yes)	There is documentation that the newborn was born in this facility
N (No)	There is documentation that the newborn was born outside this facility or unable to determine from record documentation.

**Notes for Abstraction:** The following are NOT considered born in this facility:

- Delivered at home
- Newborn is transferred in from another facility

**Suggested Data Sources:** Admission History and Physical  
Nursing notes  
Physician progress notes  
Discharge summary

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** Comfort Measures Only

**Collected For:** NEWB-2

**Definition:** Comfort Measures Only refers to medical treatment of a dying newborn where the natural dying process is permitted to occur while assuring maximum comfort. It includes attention to the psychological and spiritual needs of the family and support for the dying newborn and the newborn's family. Comfort Measures Only is commonly referred to as "comfort care" by the general public. It is not equivalent to a physician order to withhold emergency resuscitative measures such as Do Not Resuscitate (DNR).

**Suggested Data Collection Question:** Is there documentation of Comfort Measures Only?

**Format:**  
**Length:** 1  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:**

Y (Yes)	There is documentation of Comfort Measures Only during this hospitalization.
N (No)	There is no documentation of Comfort Measures Only during this hospitalization or unable to determine from medical record documentation.

**Notes for Abstraction:**

Physician/APN/PA documentation of comfort measures only (hospice, comfort care, etc.) mentioned in the following contexts suffices:

- Comfort measures only recommendation
- Order for consultation or evaluation by a hospice care service
- Family request for comfort measures only
- Plan for comfort measures only
- Referral to hospice care service
- Discussion of comfort measures

**Suggested Data Sources:** **PHYSICIAN/APN/PA DOCUMENTATION ONLY**

- Consultation notes
- Discharge summary
- DNR forms
- History and physical
- Physician orders

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>• Brain dead</li> <li>• Brain death</li> <li>• Comfort care</li> <li>• Comfort measures</li> <li>• Comfort measures only (CMO)</li> <li>• Comfort only</li> <li>• DNR-CC</li> <li>• End of life care</li> <li>• Hospice</li> <li>• Hospice care</li> <li>• Organ harvest</li> <li>• Terminal care</li> <li>• Terminal extubation</li> </ul>	None

<b>Data Element Name:</b>	Contact Information 24hrs/ 7 days
<b>Collected For:</b>	CCM-2
<b>Definition:</b>	<p>Contact information 24hrs/ 7 days refers to any phone number that is listed for the patient to call for questions, concerns, or emergencies that is answered 24 hours a day, 7 days a week.</p> <p>A transition record that included documentation on 24 hr/ 7 day Contact Information for questions, concerns, or emergencies related to the inpatient stay.</p>
<b>Suggested Data Collection Question:</b>	Does the Transition Record include 24 hr/ 7 day Contact Information for questions, concerns, or emergencies related to the inpatient stay?
<b>Format:</b>	<p><b>Length:</b> 1</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Y (Yes) The transition record includes 24 hr/ 7 day Contact Information for questions, concerns, or emergencies related to the inpatient stay.</p> <p>N (No) The transition record does not include 24 hr/ 7 day Contact Information for questions, concerns, or emergencies related to the inpatient stay.</p>
<b>Notes for Abstraction:</b>	<p>Any number listed that is answered 24 hours a day, 7 days a week.</p> <p>Must be clear to the patient that this is the number to call for questions, concerns, or emergencies.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>• For any questions, please call your PCP at ...</li> <li>• 24/7 Contact Information: Emergency Department phone number is ____</li> <li>• Call 911 if chest pain</li> </ul> <p>In the event the patient is transferred to another site of care, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site of care.</p>
<b>Suggested Data Sources:</b>	<p>Transition Record</p> <p>Discharge Instructions</p>

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>• Call 911</li> <li>• Emergency Room Phone Number</li> <li>• Primary Care Physician Phone Number</li> <li>• Specialist Phone Number</li> <li>• Discharging Unit Phone Number</li> <li>• Hospital phone number</li> </ul>	

<b>Data Element Name:</b>	Contact Information for Studies Pending at Discharge	
<b>Collected For:</b>	CCM-2	
<b>Definition:</b>	<p>Contact information for studies pending refers to the name and/or phone number of a contact person that will provide information on tests when results are pending at discharge.</p> <p>A transition record that included Contact Information for obtaining results of studies pending at discharge.</p>	
<b>Suggested Data Collection Question:</b>	Does the Transition Record include Contact Information for obtaining results of studies pending at discharge?	
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1	
<b>Allowable Values:</b>	Y (Yes)	The transition record includes Contact Information for Studies Pending at Discharge or documentation that there were no studies pending at discharge.
	N (No)	The transition record does not include Contact Information for Studies Pending at Discharge or documentation that there were no studies pending at discharge.
<b>Notes for Abstraction:</b>	<p>If it is documented on the Transition Record that there were no studies pending at discharge, contact information for studies pending is not required and the abstractor should select Y(Yes).</p> <p>The physician and/ or phone number to contact for Studies Pending must be clearly stated.</p> <p>Statements such as “Contact the Follow-up Physician listed above for any pending test results” will be accepted as long as the physician’s name and/or phone number are documented on the transition record.</p> <p>“Dr Jackson will discuss pending test results at your follow up appointment” will be accepted.</p> <p>“MD to discuss at next visit” will NOT be accepted.</p> <p>In the event of a transfer to another site of care, this element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.</p> <p>See also data element Studies Pending at Discharge</p>	
<b>Suggested Data Sources:</b>	Transition Record Discharge Instructions	

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>Primary Care Physician</li> <li>Name of Next Provider or Site of Care</li> <li>Specialist Office</li> <li>Hospital Lab or Radiology Department</li> </ul>	

**Data Element Name:** Current Medication List

**Collected For:** CCM-2

**Definition:** A Current Medication List is a list of all medications (continued and new) to be taken by the patient after discharge.

A transition record that included a Current Medication List given to the patient at the time of inpatient discharge.

**Suggested Data  
Collection Question:**

Does the Transition Record include a Current Medication List?

**Format:**

**Length:** 1

**Type:** Alphanumeric

**Occurs:** 1

**Allowable Values:**

- Y (Yes) The Transition Record includes a current medication list at the time of discharge or documentation of no medications.
- N (No) The Transition Record does not include a current medication list at the time of discharge or documentation of no medications.

**Notes for Abstraction:**

If there are no current medications at discharge, there must be documentation of "none" or "N/A". the abstractor selects "Yes"

A reconciled medication list given to the patient at discharge meets the requirement for Current Medication List.

In the event the patient is transferred to another site of care and a listing of current medications is provided to the next site of care, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.

**Suggested Data Sources:**

Transition Record  
Discharge Instructions  
Discharge Medication Reconciliation Form

**Guidelines for Abstraction:**

Inclusion	Exclusion

<b>Data Element Name:</b>	Discharge Date
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	The month, day, and year the patient was discharged from acute care, left against medical advice (AMA), or expired during this stay.
<b>Suggested Data Collection Question:</b>	What is the date the patient was discharged from acute care, left against medical advice (AMA), or expired during this stay?
<b>Format:</b>	<b>Length:</b> 10 – MM-DD-YYYY (includes dashes) <b>Type:</b> Date <b>Occurs:</b> 1
<b>Allowable Values:</b>	MM = Month (01-12) DD = Day (01-31) YYYY = Year (2000 – 9999)
<b>Notes for Abstraction:</b>	Because this data element is critical in determining the population for many measures, the abstractor should NOT assume that the claim information for the discharge date is correct. If the abstractor determines through chart review that the date is incorrect, for purposes of abstraction, she/he should correct and override the downloaded value. If the abstractor is unable to determine the correct discharge date through chart review, she/he should default to the discharge date on the claim information.
<b>Suggested Data Sources:</b>	Discharge summary Face sheet Nursing discharge notes Physician orders Progress notes Transfer note

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** Discharge Diagnosis

**Collected For:** CCM-2

**Definition:** The discharge diagnosis is defined as the diagnosis determined at discharge, after procedures and tests were administered, to be chiefly responsible for resulting in the patient being admitted for inpatient hospital care.

A transition record that included the Discharge Diagnosis.

**Suggested Data Collection Question:**

Does the Transition Record include the Discharge Diagnosis?

**Format:**

**Length:** 1

**Type:** Alphanumeric

**Occurs:** 1

**Allowable Values:**

Y (Yes) The transition record includes the Discharge Diagnosis.

N (No) The transition record does not include the Discharge Diagnosis.

**Notes for Abstraction:**

The discharge diagnosis must be specifically documented as the discharge diagnosis and differentiated from the Reason for Inpatient Admission.

Discharge instructions with a title of the patient's condition does not meet the requirement for documentation of the patient's discharge diagnosis. Examples: Postpartum discharge instructions, Knee Replacement discharge instructions.

A discharge diagnosis of "Postpartum" does not meet the requirement. The delivery type must be specified. For example: vaginal delivery, spontaneous vaginal delivery (SVD), Cesarean section etc.

If the admission and discharge diagnosis are the same, documentation of "Same" for the discharge diagnosis will be accepted. The abstractor should select Y (Yes). For example, a patient's admission diagnosis is pneumonia and the documented discharge diagnosis is pneumonia.

*In the event the patient is transferred to another site of care and the discharge diagnosis is provided to the next site of care, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.*

**Suggested Data Sources:**

Transition Record  
Discharge Instructions

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>Discharge diagnosis</li> <li>Final diagnosis</li> <li>Primary diagnosis at discharge</li> <li>Principal diagnosis</li> <li>Working diagnosis</li> </ul>	<ul style="list-style-type: none"> <li>Post-op diagnosis</li> <li>Secondary diagnosis</li> </ul>



<b>Data Element Name:</b>	Discharge Disposition
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	The final place or setting to which the patient was discharged on the day of discharge.
<b>Suggested Data Collection Question:</b>	What was the patient's discharge disposition on the day of discharge?
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	1 Home 2 Hospice- Home 3 Hospice- Health Care Facility. 4 Acute Care Facility 5 Other Health Care Facility 6 Expired 7 Left Against Medical Advice / AMA 8 Not Documented or Unable to Determine (UTD)

**Notes for Abstraction:**

- Only use documentation written on the day prior to discharge through 30 days after discharge when abstracting this data element.  
Example:  
Documentation in the discharge planning notes on 04-01-20xx state that the patient will be discharged back home. On 04-06-20xx the physician orders and nursing discharge notes on the day of discharge reflect that the patient was being transferred to skilled care. The documentation from 04-06-20xx would be used to select value "5".
- The medical record must be abstracted as documented (taken at "face value"). Inferences should not be made based on internal knowledge.
- If there is documentation that further clarifies the level of care, that documentation should be used to determine the correct value to abstract. If documentation is contradictory, use the latest documentation.  
Example:
  - Discharge summary dictated 2 days after discharge states patient went "home". Physician note on day of discharge further clarifies that the patient will be going "home with hospice". Select value "2"(Hospice-Home)
  - Discharge planner note from day before discharge states "XYZ Nursing Home". Discharge order from day of discharge states "Discharge home". Contradictory documentation, use latest. Select value "1"(Home).
  - Physician order on discharge states "Discharge to ALF". Discharge instruction sheet completed after physician order states patient discharged to "SNF". Contradictory documentation, use latest. Select value "5" (Other Health Care Facility).

- If documentation is contradictory, and you are unable to determine the latest documentation, select the disposition ranked highest (top to bottom) in the following list. See inclusion lists for examples.
  - Acute Care Facility
  - Hospice-Health Care Facility
  - Hospice-Home
  - Other Health Care Facility
  - Home
- Hospice (values “2” and “3”) includes discharges with hospice referrals and evaluations.
- If the medical record states only that the patient is being discharged to another hospital and does not reflect the level of care that the patient will be receiving, select value “4”.
- If the medical record identifies the facility the patient is being discharged to by name only (e.g., “Park Meadows”), and does not reflect the type of facility or level of care, select value “5” (Other Health Care Facility).
- If the medical record states only that the patient is being “discharged” and does not address the place or setting to which the patient was discharged, select value “1” (Home).
- When determining whether to select value “7” (Left Against Medical Advice/AMA):
  - Explicit “left against medical advice” documentation is not required. E.g., “Patient is refusing to stay for continued care”- Select value “7”.
  - Documentation suggesting that the patient left before discharge instructions could be given does not count.
  - A signed AMA form is not required for the purposes of this data element.
  - Do not consider AMA documentation and other disposition documentation as “contradictory”. If any source states the patient left against medical advice, select value “7”, regardless of whether the AMA documentation was written last. E.g., AMA form signed and discharge instruction sheet states “Discharged home with belongings”- Select “7”.

**Suggested Data Sources:**

- Discharge instruction sheet
- Discharge planning notes
- Discharge summary
- Nursing discharge notes
- Physician orders
- Progress notes
- Social service notes
- Transfer record

**Excluded Data Source:** Any documentation prior to the last two days of hospitalization.

**Guidelines for Abstraction:**

Inclusion	Exclusion
<p>For Value 1:</p> <ul style="list-style-type: none"> <li>• Assisted Living Facilities (ALFs)- includes ALFs and assisted living care at nursing home, intermediate care, and skilled nursing facilities</li> <li>• Court/Law Enforcement- includes detention facilities, jails, prison</li> <li>• Home- includes board and care, foster or residential care, group or personal care homes, retirement communities, and homeless shelters</li> <li>• Home with Home Health Services</li> <li>• Outpatient Services including outpatient procedures at another hospital, Outpatient Chemical Dependency Programs and Partial Hospitalization</li> </ul>	None

<p>For Value 2:</p> <ul style="list-style-type: none"> <li>• Hospice in the home (or other “Home” setting as above in Value 1)</li> </ul> <p>For Value 3:</p> <ul style="list-style-type: none"> <li>• Hospice Care- General Inpatient and Respite</li> <li>• Hospice Care- Residential and Skilled Facilities</li> <li>• Hospice Care- Other Health Care Facilities (excludes home)</li> </ul> <p>For Value 4:</p> <ul style="list-style-type: none"> <li>• Acute Short Term General and Critical Access Hospitals</li> <li>• Cancer and Children’s Hospitals</li> <li>• Department of Defense and Veteran’s Administration Hospitals</li> </ul> <p>For Value 5:</p> <ul style="list-style-type: none"> <li>• Extended or Immediate Care Facility (ECF/ICF)</li> <li>• Long Term Acute Care Hospital (LTACH)</li> <li>• Nursing Home or Facility including Veteran’s Administration Nursing Facility</li> <li>• Psychiatric Hospital or Psychiatric Unit of a Hospital</li> <li>• Rehabilitation Facility including Inpatient Rehabilitation Facility/ Hospital or Rehabilitation Unit of a Hospital</li> <li>• Skilled Nursing Facility (SNF), Sub-Acute Care or Swing Bed</li> <li>• Transitional Care Unit (TCU)</li> <li>• Veterans Home</li> </ul>	
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<b>Data Element Name:</b>	DVT Prophylaxis for Cesarean Delivery		
<b>Collected For:</b>	MAT-5		
<b>Definition:</b>	Deep vein thrombosis (DVT) prophylaxis is defined as medical prophylaxis including the administration of fractionated or unfractionated Heparin or heparinoid, or mechanical prophylaxis defined as the application of pneumatic compression devices to the patient prior to Cesarean delivery.		
<b>Suggested Data Collection Question:</b>	Was DVT prophylaxis administered to the patient prior to Cesarean delivery?		
<b>Format:</b>	<b>Length:</b>	1	
	<b>Type:</b>	Alphanumeric	
	<b>Occurs:</b>	1	
<b>Allowable Values:</b>	Y (Yes)	There is documentation of the administration of fractionated or unfractionated Heparin or heparinoid, or application of pneumatic compression devices prior to Cesarean delivery.	
	N (No)	There is no documentation of the administration of fractionated or unfractionated Heparin or heparinoid, or application of pneumatic compression devices prior to Cesarean delivery OR unable to determine from medical record documentation.	
<b>Notes for Abstraction:</b>	None		
<b>Suggested Data Sources:</b>	Circulator notes Emergency Department record Graphic/flow sheet Medication Administration Record Nursing notes Operative notes Physician notes Preoperative nursing notes Progress notes		

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>Fractionated or unfractionated heparin or heparinoid</li> <li>Pneumatic compression devices</li> </ul>	Any form of DVT prophylaxis not included in the Guidelines for Abstraction INCLUSION list.

<b>Data Element Name:</b>	Episode of Care	
<b>Collected For:</b>	All MassHealth Records	
<b>Definition:</b>	The measure code for the data that is being submitted.	
<b>Suggested Data Collection Question:</b>	What is the measure code for the data being submitted?	
<b>Format:</b>	<b>Length:</b>	22
	<b>Type:</b>	Alphanumeric
	<b>Occurs:</b>	1
<b>Allowable Values:</b>	CCM	Care Coordination (includes CCM-1, CCM-2, & CCM-3)
	ED	Emergency Department Times for admitted patients
	MAT-3	Elective Delivery
	MAT-4	Cesarean Delivery
	MAT-5	DVT Prophylaxis for Cesarean Delivery
	NEWB 1	Exclusive Breast Milk Feeding
	NEWB 2	Newborn Bilirubin Screening
	TOB	Tobacco Treatment
<b>Notes for Abstraction:</b>	None	
<b>Suggested Data Sources:</b>	Not Applicable	

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** Ethnicity

**Collected For:** All MassHealth Records

**Definition:** The patient's self-reported ethnicity as defined by Massachusetts regulation noted in Section 2 of this EOHHS manual.

The definition of the "Ethnicity" data element differs from the CMS National Hospital Inpatient Quality Measures reporting requirement.

Suggested Data

**Collection Question:** What is the patient's self-reported ethnicity?

**Format:** **Length:** 6  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:** Select one: Below is a partial listing of ethnicity codes. See Section 2.C.3 of this manual for new coding standards that will apply to ethnicity subgroup codes and allowable values (in asterisks) noted in Table below, as of Q1-2015 data.

Code	Allowable Value	Code	Allowable Value
2060-2	African*	2071-9	Haitian
2058-6	African American	2158-4	Honduran
AMERCN	American	2039-6	Japanese
2028-9	Asian*	2040-4	Korean
2029-7	Asian Indian	2041-2	Laotian
BRAZIL	Brazilian	2148-5	Mexican*
2033-9	Cambodian	2118-8	Middle Eastern*
CVERDN	Cape Verdean	PORTUG	Portuguese
CARIBI	Caribbean Island*	2180-8	Puerto Rican
2034-7	Chinese	RUSSIA	Russian
2169-1	Columbian	2161-8	Salvadoran
2182-4	Cuban	2047-9	Vietnamese
2184-0	Dominican	2155-0	Central American*
EASTEU	Eastern European	2165-9	South American*
2108-9	European*	OTHER	Other Ethnicity
2036-2	Filipino	UNKNOWN	Unknown/not specified
2157-6	Guatemalan		

**Notes for Abstraction:**

Hospitals must use the revised Massachusetts regulation Ethnicity codes and allowable values when preparing all MassHealth data files for submission.

Only collect ethnicity data that is self-reported by the patient. Do not abstract a clinician's assessment documented in the medical record.

The terms "nationality" and "culture" are synonymous to ethnicity.

If numeric code is used, include the hyphen after the fourth number.

If the medical record contains conflicting documentation on patient self-reported ethnicity, abstract the most recent dated documentation. If the medical record contains multiple patient self-reported ethnicities on one document, abstract the first self-reported ethnicity listed (e.g. – American/Irish/French, select American).

If the medical record contains 1) self reported as Unknown or 2) no ethnicity can be found in the medical record, select "UNKNOWN".

If the ethnicity documented in the medical record is not listed in any of the revised ethnicity values in Section 2.C.3, Table 2.3, select "OTHER".

If codes and allowable values, other than those listed above, are documented in the medical record, a crosswalk that links the hospitals' codes/values to the Massachusetts regulation requirements must be provided for chart validation.

**Suggested Data Sources:**

Administrative record  
Face sheet (Emergency Department / Inpatient)  
Nursing admission assessment  
Prenatal initial assessment form

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Exclusive Breast Milk Feeding
<b>Collected For:</b>	NEWB -1
<b>Definition:</b>	<p>Documentation that the newborn was exclusively fed breast milk during the entire hospitalization.</p> <p>Exclusive breast milk feeding is defined as a newborn receiving only breast milk and no other liquids or solids except for drops or syrups consisting of vitamins, minerals, or medicines.</p>
<b>Suggested Data Collection Question:</b>	Is there documentation that the newborn was exclusively fed breast milk during the entire hospitalization?
<b>Format:</b>	<p><b>Length:</b> 1</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Y (Yes) There is documentation that the newborn was exclusively fed breast milk during the entire hospitalization.</p> <p>N (No) There is no documentation that the newborn was exclusively fed breast milk during the entire hospitalization OR unable to determine from medical record documentation.</p>
<b>Notes for Abstraction:</b>	<p>If the newborn receives any other liquids including water during the entire hospitalization, select allowable value "No".</p> <p>Exclusive breast milk feeding includes the newborn receiving breast milk via a bottle or other means beside the breast.</p> <p>Sweet-Ease® or a similar 24% sucrose and water solution given to the newborn for the purpose of reducing discomfort during a painful procedure is classified as a medication and is not considered a supplemental feeding.</p> <p>If the newborn receives donor breast milk, select allowable value "Yes".</p> <p>If breast milk fortifier is added to the breast milk, select allowable value "Yes".</p> <p>In cases where there is conflicting documentation and both exclusive breast milk feeding and formula supplementation is documented, select allowable value "No".</p> <p>If the newborn received drops of water or formula dribbled onto the mother's breast to stimulate latching and not an actual feeding, select yes.</p> <p><u>If the newborn received IV fluids this is the same as a medication and not a feeding.</u></p> <p><u>Actual feedings must be abstracted from the only acceptable data sources regardless of any documentation about feeding plans and changes to feeding plans which mention inclusion of formula.</u></p>
<b>Suggested Data Sources:</b>	<p><u>Diet Flow Sheets</u></p> <p>Feeding flow sheets</p> <p>Intake and output sheets</p>
<b>Guidelines for Abstraction:</b>	

Inclusion	Exclusion
None	None



**Data Element Name:** First Name

**Collected For:** All MassHealth Records

**Definition:** The patient's first name.

**Suggested Data Collection Question:** What is the patient's first name?

**Format:**                      **Length:** 30  
                                     **Type:** Alphanumeric  
                                     **Occurs:** 1

**Allowable Values:** Enter the patient's first name.

**Notes for Abstraction:** None

**Suggested Data Sources:** Emergency department record  
Face sheet  
History and physical

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** Gestational Age

**Collected For:** MAT-3, MAT-4, NEWB-2

**Definition:** The weeks of gestation completed at the time of delivery.

Gestational age is defined as the best obstetrical estimate (OE) of the newborn's gestation in completed weeks based on the birth attendant's final estimate of gestation, irrespective of whether the gestation results in a live birth or a fetal death. This estimate of gestation should be determined by all perinatal factors and assessments such as ultrasound, but not the newborn exam. Ultrasound taken early in pregnancy is preferred (source: American College of Obstetricians and Gynecologists reVITALize Initiative).

**Suggested Data**

**Collection Question:** How many weeks of gestation were completed at the time of delivery?

**Format:**

**Length:** 3 or UTD  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:**

In completed weeks  
No leading zero  
UTD  
1-50

**Notes for Abstraction:**

Use completed weeks of gestation, do not "round up". For example, an infant born at 35 weeks 6 days is at a gestational age of 35 weeks.

The delivery or operating room record should be reviewed first for gestational age. If gestational age is not recorded in the delivery or operating room record, then continue to review the data sources in the following order: history and physical; prenatal forms; clinician admission progress note and discharge summary until a positive finding for gestational age is found. In cases where there is conflicting data, the gestational age found in the first document according to the order listed above should be used. The phrase "estimated gestational age" is an acceptable descriptor for gestational age.

If the patient has not received prenatal care and no gestational age was documented, select allowable value UTD.

When the admission date is different from the delivery date, use documentation of the gestational age completed closest to the delivery date.

Gestational age should be documented by the clinician as a numeric value between 1-50. Gestational age (written with both weeks and days, eg. 39 weeks and 0 days) is calculated using the best obstetrical Estimated Due Date (EDD) based on the following formula: Gestational Age = (280 - (EDD - Reference Date)) / 7 (source: American College of Obstetricians and Gynecologists reVITALize Initiative). The clinician, not the abstractor, should perform the calculation to determine gestational age.

If the gestational age entered by the clinician in the first document listed above is obviously incorrect (in error) but it is a valid number or two different numbers are listed in the first document and the correct number can be supported with

documentation in the other acceptable data sources in the medical record, the correct number may be entered.

Documentation in the acceptable data sources may be written by the following clinicians: physician, certified nurse midwife (CNM), advanced practice nurse/physician assistant (APN/PA) or registered nurse (RN).

It is acceptable to use data derived from vital records reports received from state or local departments of public health if they are available and are directly derived from the medical record with a process in place to confirm their accuracy. If this is the case, these may be used in lieu of the acceptable data sources listed below.

The EHR takes precedence over a hand written entry if different gestational ages are documented in equivalent data sources, e.g., delivery record and delivery summary.

**Suggested Data Sources:**

**ONLY ACCEPTABLE SOURCES IN ORDER OF PREFERENCE**

- Delivery room record, note or summary
- Operating room record, note or summary
- History and physical
- Prenatal forms
- Admission clinician progress notes
- Discharge summary

**Guidelines for Abstraction:**

<b>Inclusion</b>	<b>Exclusion</b>
None	None

**Data Element Name:** Hispanic Indicator

**Collected For:** All MassHealth Records

**Definition:** The patient self-reported as Hispanic, Latino, or Spanish as defined by Massachusetts regulation noted in Section 2 of this EOHHS manual.

The definition of the “Hispanic” data element in the Massachusetts regulation differs from the CMS National Hospital Inpatient Quality Measures reporting requirement.

**Suggested Data**

**Collection Question:** Is there documentation that the patient self-reported as Hispanic, Latino, or Spanish?

**Format:** **Length:** 1  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:** Y (Yes) Patient self-reported as Hispanic / Latino / Spanish.  
N (No) Patient did not self-report as Hispanic / Latino / Spanish or unable to determine from medical record documentation.

**Notes for Abstraction:** As noted in Section 2, Table 2.3 comparison chart, the Massachusetts regulation valid entry codes and allowable values for the “Hispanic” data element differs from CMS reporting requirement. Hospitals must use the Massachusetts regulation definition and allowable values when preparing all MassHealth data files for submission.

Only collect data that is self-reported by the patient. Do not abstract a clinician’s assessment documented in the medical record.

If the medical record contains conflicting documentation on patient self-reported Hispanic Indicator, abstract the most recent dated documentation. If the patient’s self-reported Race is Hispanic, abstract “Yes” for Hispanic Indicator.

**Suggested Data Sources:** Administrative records  
Face sheet (Emergency Department / Inpatient)  
Nursing admission assessment  
Prenatal initial assessment form

**Guidelines for Abstraction:**

Inclusion	Exclusion
The term “Hispanic” or “Latino” can be used in addition to “Spanish origin” to include a person of Spanish culture or origin regardless of race.	None

**Data Element Name:** Hospital Bill Number

**Collected For:** All MassHealth Records

**Definition:** The definition of the hospital bill number (or account number) is the unique number assigned to each patient's bill that distinguishes the patient and their bill from all others in that institution as defined by Massachusetts regulation noted in Section 2 of this EOHHS manual.

**Suggested Data**

**Collection Question:** What is the patient's hospital bill number?

**Format:**                      **Length:**            20  
                                     **Type:**            Alphanumeric  
                                     **Occurs:**           1

**Allowable Values:** Up to 20 letters and/ or numbers

**Notes for Abstraction:** None

**Suggested Data Sources:** Face sheet

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"><li>• Account Number</li><li>• Bill Number</li></ul>	

<b>Data Element Name:</b>	ICD-10-CM Other Diagnosis Codes
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	The other or secondary ICD-10-CM codes associated with the diagnosis for this hospitalization.
<b>Suggested Data Collection Question:</b>	What were the ICD-10-CM other diagnosis codes selected for this medical record?
<b>Format:</b>	<b>Length:</b> 3-7 (without decimal point or dot) <b>Type:</b> Character (upper or lower case) <b>Occurs:</b> 24
<b>Allowable Values:</b>	Any valid diagnosis code as per the CMS ICD-10-CM master code table (2016 Code Descriptions in Tabular Order): <a href="https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-CM-and-GEMs.html">https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-CM-and-GEMs.html</a>
<b>Notes for Abstraction:</b>	None
<b>Suggested Data Sources:</b>	Discharge summary Face sheet

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	ICD-10-PCS Other Procedure Codes		
<b>Collected For:</b>	All MassHealth Records		
<b>Definition:</b>	The other or secondary ICD-10-PCS codes identifying all significant procedures other than the principal procedure.		
<b>Suggested Data Collection Question:</b>	What were the ICD-10-PCS code(s) selected as other procedure(s) for this record?		
<b>Format:</b>	<b>Length:</b>	3-7 (without decimal point or dot)	
	<b>Type:</b>	Character (upper or lower case)	
	<b>Occurs:</b>	24	
<b>Allowable Values:</b>	Any valid procedure code as per the CMS ICD-10-PCS master code table (2016 PCS Long and Abbreviated Titles): <a href="https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-PCS-and-GEMs.html">https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-PCS-and-GEMs.html</a>		
<b>Notes for Abstraction:</b>	None		
<b>Suggested Data Sources:</b>	Discharge summary Face sheet		

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** ICD-10-PCS Other Procedure Dates

**Collected For:** All MassHealth Records

**Definition:** The month, day, and year when the associated procedure(s) was (were) performed.

**Suggested Data Collection Question:** What were the date(s) the other procedure(s) were performed?

**Format:**

**Length:** 10 – MM-DD-YYYY (included dashed) or UTD

**Type:** Date

**Occurs:** 24

**Allowable Values:**

MM = Month (01-12)

DD = Day (01-31)

YYYY = Year (2001 – Current Year)

UTD = Unable to Determine

**Notes for Abstraction:**

- If the procedure date for the associated procedure is unable to be determined from the medical record, select “UTD”.
- The medical record must be abstracted as documented (taken at “face value”). When the date documented is obviously in error (not valid format/range or outside of the parameters of care [after *Discharge Date*]) **and** no other documentation is found that provides this information, the abstractor should select “UTD”.

**Examples:**

- Documentation indicates the ICD-10-PCS Other Procedure Dates was 02-42-20xx. No other documentation in the medical record provides a valid date. Since the ICD-10-PCS Other Procedure Dates is outside of the range listed in the Allowable Values for “Day”, It is not a valid date and the abstractor should select “UTD”
- Patient expires on 02-12-20xx and documentation indicates the ICD-10-PCS Other Procedure Dates was 03-12-20xx. Other documentation in the medical records supports the date of death as being accurate. Since the ICD-10-PCS Other Procedure Dates is after the Discharge Date (death), it is outside of the parameters of care and abstractor should select “UTD”

Notes: Transmission of a case with an invalid date as described above will be rejected from the QIO Clinical Warehouse and the Joint Commission’s Data Warehouse. Use of “UTD” for ICD-10-PCS Other Procedure Dates allows the case to be accepted in the warehouse

**Suggested Data Sources:**

Consultation notes

Diagnostic test reports

Discharge summary

Face sheet

Operative notes

Procedure notes

Progress notes

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None



<b>Data Element Name:</b>	ICD-10-CM Principal Diagnosis Code		
<b>Collected For:</b>	All MassHealth Records		
<b>Definition:</b>	The ICD-10-CM diagnosis code that is primarily responsible for the admission of the patient to the hospital for care during this hospitalization.		
<b>Suggested Data Collection Question:</b>	What was the ICD-10-CM code selected as the principal diagnosis for this record?		
<b>Format:</b>	<b>Length:</b>	3-7 (without decimal point or dot)	
	<b>Type:</b>	Character (upper or lower case)	
	<b>Occurs:</b>	1	
<b>Allowable Values:</b>	Any valid diagnosis code as per the CMS ICD-10-CM master code table (2016 Code Descriptions in Tabular Order): <a href="https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-CM-and-GEMs.html">https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-CM-and-GEMs.html</a>		
<b>Notes for Abstraction:</b>	None		
<b>Suggested Data Sources:</b>	Discharge summary Face sheet		

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	ICD-10-PCS Principal Procedure Code		
<b>Collected For:</b>	All MassHealth Records		
<b>Definition:</b>	The principal procedure is the procedure performed for definitive treatment rather than diagnostic or exploratory purposes, or which is necessary to take care of a complication.		
<b>Suggested Data Collection Question:</b>	What was the ICD-10-PCS code selected as the principal procedure for this record?		
<b>Format:</b>	<b>Length:</b>	3-7 (without decimal point or dot)	
	<b>Type:</b>	Character (upper or lower case)	
	<b>Occurs:</b>	1	
<b>Allowable Values:</b>	Any valid procedure code as per the CMS ICD-10-PCS master code table (2016 PCS Long and Abbreviated Titles): <a href="https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-PCS-and-GEMs.html">https://www.cms.gov/Medicare/Coding/ICD10/2016-ICD-10-PCS-and-GEMs.html</a>		
<b>Notes for Abstraction:</b>	None		
<b>Suggested Data Sources:</b>	Discharge summary Face sheet		

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	ICD-10-PCS Principal Procedure Date
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	The month, day, and year when the principal procedure was performed.
<b>Suggested Data Collection Question:</b>	What was the date the principal procedure was performed?
<b>Format:</b>	<b>Length:</b> 10-MM-DD-YYYY (includes dashes) or UTD <b>Type:</b> Date <b>Occurs:</b> 1
<b>Allowable Values:</b>	MM = Month (01-12) DD = Day (01-31) YYYY = Year (2001-Current Year) UTD = Unable to Determine
<b>Notes for Abstraction:</b>	<p>If the principal procedure date is unable to be determined from medical record documentation, select “UTD”</p> <p>The medical record must be abstracted as documented (taken at “face value”). When the date documented is obviously in error (not valid date/format or is outside of the parameters of care [after Discharge Date]) <b>and</b> no other documentation is found that provides this information, the abstractor should select “UTD”</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>Documentation indicates the ICD-10-PCS Principal Procedure Date was 02-42-20xx. No other documentation in the medical record provides a valid date. Since the ICD-10-PCS Principal Procedure Date is outside of the range listed in the Allowable Values for “Day”, it is not a valid date and the abstractor should select “UTD”</li> <li>Patient expires on 02-12-20xx and documentation indicates the ICD-10-PCS Principal Procedure Date was 03-12-20xx. Other documentation in the medical record supports the date of death as being accurate. Since the ICD-10-PCS Principal Procedure Date is after the Discharge Date (death), it is outside of the parameter of care and the abstractor should select “UTD”.</li> </ul> <p>Note: Transmission of a case with an invalid date as described above will be rejected from the QIO Clinical Warehouse and the Joint Commission’s Data Warehouse. Use of “UTD” for ICD-10-PCS Principal Procedure Date allows the case to be accepted into the warehouse.</p>
<b>Suggested Data Sources:</b>	Consultation notes Diagnostic test reports Discharge summary Face sheet Operative notes Procedure notes Progress notes

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Labor
<b>Collected For:</b>	MAT-3
<b>Definition:</b>	Documentation by the clinician that the patient was in labor prior to induction and/or cesarean birth.
<b>Suggested Data Collection Question:</b>	Is there documentation that the patient was in labor prior to induction and/or cesarean birth?
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	<p>Y (Yes) There is documentation that the patient was in labor prior to induction and/or cesarean birth.</p> <p>N (No) There is no documentation that the patient was in labor prior to induction and/or cesarean birth OR unable to determine from medical record documentation.</p>
<b>Notes for Abstraction:</b>	<p>A clinician is defined as a physician, certified nurse midwife (CNM), advanced practice nurse/physician assistant (APN/PA) or registered nurse (RN).</p> <p>Documentation of labor by the clinician should be abstracted at face value. There is no requirement for acceptable descriptors to be present in order to answer “yes” to labor.</p> <p>Documentation of regular contractions with or without cervical change; i.e., dilation, effacement without mention of labor may be used to answer “yes” to labor</p> <p><u>Documentation of regular contractions with or without cervical change, e.g.:</u></p> <ul style="list-style-type: none"> <li>○ <u>contractions every 4 to 5 minutes</u></li> <li>○ <u>regular contractions and dilation</u></li> <li>○ <u>effacement 50% with contractions every 3 minutes</u></li> <li>○ <u>steady contractions</u></li> </ul> <p>Induction of labor is defined as the use of medications or other methods to bring on (induce) labor. Methods of induction of labor include, but are not limited to:</p> <ul style="list-style-type: none"> <li>○ Administration of Oxytocin (Pitocin)</li> <li>○ Artificial rupture of membranes (AROM) or amniotomy</li> <li>○ Insertion of a catheter with an inflatable balloon to dilate the cervix</li> <li>○ Ripening of the cervix with prostaglandins, i.e. Cervidil, Prepidil, Cytotec, etc.</li> <li>○ Stripping of the membranes when the clinician sweeps a gloved finger over the thin membranes that connect the amniotic sac to the wall of the uterus.</li> </ul>
<b>Suggested Data Sources:</b>	<p>History and physical</p> <p>Nursing Notes</p> <p><u>Physician orders</u></p> <p>Medication administration record (MAR)</p> <p><u>Labor flow sheet</u></p> <p>Physician progress notes</p>

**Guidelines for Abstraction:**

<b>Inclusion</b>	<b>Exclusion</b>
The following are acceptable descriptors for labor: <ul style="list-style-type: none"><li>• Active</li><li>• Early</li><li>• <u>Latent</u></li><li>• Spontaneous</li></ul>	The following <u>is</u> not <u>an</u> acceptable descriptor for labor: <ul style="list-style-type: none"><li>• Prodromal</li></ul>

**Data Element Name:** Last Name

**Collected For:** All MassHealth Records

**Definition:** The patient's last name.

**Suggested Data Collection Question:** What is the patient's last name?

**Format:**                      **Length:** 60  
                                    **Type:** Alphanumeric  
                                    **Occurs:** 1

**Allowable Values:** Enter the patient's last name.

**Notes for Abstraction:** None

**Suggested Data Sources:** Emergency department record  
Face sheet  
History and physical

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

**Data Element Name:** MassHealth Member ID

**Collected For:** All MassHealth Records

**Definition:** The patient's MassHealth Member ID.

**Suggested Data**

**Collection Question:** What is the patient's MassHealth Member ID?

**Format:**

**Length:** 20  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:**

Any valid MassHealth Member ID number  
 Alpha characters must be upper case  
 No embedded dashes or spaces or special characters

**Notes for Abstraction:**

The Provider Regulations define a valid MassHealth Member ID as a twelve (12) digit number that contains numeric characters only. This 12 digit member ID number applies to members enrolled within various Medicaid managed care or fee-for-service insurance programs.

However, some MassHealth managed care insurance plans may issue different MassHealth member ID numbers that use alphanumeric type and exceed the 12 digit numeric requirement. For the purposes of measures reporting the "format length" was expanded to 20 fields within the portal environment only. This portal edit allows data files that may exceed the 12 characters to not be rejected by the portal. The change in the portal environment **does not** constitute a change to existing MassHealth Provider Regulation definitions of member ID number.

Once a member is assigned a MassHealth ID number it will not change through the duration of their enrollment or if they change managed care plans (e.g.: coverage changed from fee-for-service to an MCO plan). Member ID numbers can be verified using the on-line Eligibility Verification System (EVS) at:

<http://www.mass.gov/eohhs/provider/insurance/masshealth/claims/eligibility-verification/>. EVS provides historical data on a member for any given point in time that can be reviewed by entering a particular date of service.

The abstractor should NOT assume that their hospital's claim information for the patient's MassHealth Member ID number is correct. If the abstractor determines through chart review that the MassHealth Member ID number is incorrect, for purposes of abstraction, she/he should correct and override the downloaded value.

**Suggested Data Sources:** Emergency department record  
 Face sheet

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Medical Procedures and Tests & Summary of Results														
<b>Collected For:</b>	CCM-2														
<b>Definition:</b>	<p>Medical procedures and tests performed refer to procedures and tests performed during the acute inpatient hospitalization to help establish the diagnosis at discharge and course of treatment. Summary of results refers to the results of the medical procedures and tests performed.</p> <p>A transition record includes the Medical Procedures and Tests that were significant and relevant to the care of the patient performed during inpatient stay and a Summary of Results.</p>														
<b>Suggested Data Collection Question:</b>	Does the Transition Record include the Medical Procedure(s) and Test(s) and a Summary of Results?														
<b>Format:</b>	<b>Length:</b> 1	<b>Type:</b> Alphanumeric	<b>Occurs:</b> 1												
<b>Allowable Values:</b>	Y (Yes)	The transition record includes the Medical Procedure(s) and Test(s) and a Summary of Results or documentation of No Procedures and Tests.													
	N (No)	The transition record does not include the Medical Procedure(s) and Test(s) and a Summary of Results or documentation of No Procedures and Tests.													
<b>Notes for Abstraction:</b>	<p>Hospitals determine which procedures or tests are relevant to the care of the specific patient. Not all procedures and tests should be documented.</p> <p>Some examples of procedures and tests are:</p> <table><tr><td>Procedures:</td><td>Tests</td></tr><tr><td>-C-section</td><td>-Urine Cultures</td></tr><tr><td>-Vaginal delivery</td><td>-Blood Cultures</td></tr><tr><td>-Appendectomy</td><td>-Imaging Studies (x-rays, CT scan)</td></tr><tr><td>-Heart cath with stent</td><td></td></tr><tr><td>-Knee Replacement</td><td></td></tr></table> <p>Surgical procedures documented do not require a summary of the results. Example: Appendectomy would not require a summary of the results.</p> <p>Examples of documentation for Summary of Results: "Results discussed with physician," "Within normal limits," "Contact your physician with any questions regarding your results," should accompany the specific medical procedure or tests listed. Documentation of actual test results such as: "CT negative for pulmonary emboli" or "Echocardiogram shows your heart is enlarged" also meet the requirement.</p> <p>If there is documentation of "No procedures or tests/ None/ N/A", the abstractor should select Y (Yes).</p> <p>In the event of a transfer to another site of care, if <u>a summary or listing</u> of medical procedures and tests performed during inpatient stay is <u>provided</u> with the patient to the receiving site, this element may be documented as Y (Yes).</p>			Procedures:	Tests	-C-section	-Urine Cultures	-Vaginal delivery	-Blood Cultures	-Appendectomy	-Imaging Studies (x-rays, CT scan)	-Heart cath with stent		-Knee Replacement	
Procedures:	Tests														
-C-section	-Urine Cultures														
-Vaginal delivery	-Blood Cultures														
-Appendectomy	-Imaging Studies (x-rays, CT scan)														
-Heart cath with stent															
-Knee Replacement															



Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.

**Suggested Data Sources:**      Transition Record  
    Discharge Instructions

**Guidelines for Abstraction:**

Inclusion	Exclusion
Normal/ Abnormal Within normal limits Results to be discussed with physician	

**Data Element Name:** National Provider ID

**Collected For:** All MassHealth Records

**Definition:** The provider's ten digit national provider identifier.

**Suggested Data Collection Question:** What is the provider's ten digit national provider identifier?

**Format:**                      **Length:** 10  
                                    **Type:** Alphanumeric  
                                    **Occurs:** 1

**Allowable Values:** Any valid ten digit national provider ID.

**Notes for Abstraction:** Hospitals must submit either their valid Medicare or Medicaid Provider ID or their National Provider ID for all MassHealth measure files.

**Suggested Data Sources:** Administrative record

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Newborn Bilirubin Screening		
<b>Collected For:</b>	NEWB-2		
<b>Definition:</b>	Bilirubin screening involves measurement of the total serum bilirubin (TSB) or transcutaneous bilirubin (TcB) level on newborns prior to discharge.		
<b>Suggested Data Collection Question:</b>	Is there documentation the infant received a serum or transcutaneous bilirubin screen prior to discharge?		
<b>Format:</b>	<b>Length:</b>	1	
	<b>Type:</b>	Alphanumeric	
	<b>Occurs:</b>	1	
<b>Allowable Values:</b>	1	Yes, there is documentation the infant received a serum or transcutaneous bilirubin screen prior to discharge.	
	2	Documentation of parental refusal for bilirubin screening during the inpatient stay.	
	3	No, there is no documentation the infant received a serum or transcutaneous bilirubin screen prior to discharge or Unable to Determine (UTD).	
<b>Notes for Abstraction:</b>			
<b>Suggested Data Sources:</b>	Lab reports Nursing documentation Physician Progress Notes Discharge Summary		

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Number of Previous Live Births
<b>Collected For:</b>	MAT-4
<b>Definition:</b>	The number of deliveries resulting in a live birth the patient experienced prior to current hospitalization.
<b>Suggested Data Collection Question:</b>	How many deliveries resulting in a live birth did the patient experience prior to current hospitalization?
<b>Format:</b>	<b>Length:</b> 2 or UTD <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	0 – 50 UTD= Unable to Determine
<b>Notes for Abstraction:</b>	<p>Parity may be used for the number of previous deliveries resulting in a live birth if zero is documented. For any number greater than zero, parity may ONLY be used provided there is additional documentation indicating the same number of live births experienced prior to this hospitalization. <u>If the number for parity documented in the EHR is "one" and includes the delivery for the current hospitalization, abstract zero for previous live births.</u></p> <p>The delivery or operating room record should be reviewed first for the number of live births. If the number of previous live birth is not recorded in the delivery or operating room record, then continue to review the data sources in the following order: history and physical, prenatal forms, clinician admission progress note and discharge summary until a positive finding for the number of previous live births is found. In cases where there is conflicting data, <u>the number of live births</u> found in the first document according to the order listed in the Only Acceptable Sources should be used.</p> <p>If gravidity is documented as one, the number of previous live births should be considered zero.</p> <p>The previous delivery of twins or any multiple gestation is considered one live birth event.</p> <p>Documentation in the acceptable data sources may be written by the following clinicians: physician, certified nurse midwife (CNM), advanced practice nurse/physician assistant (APN/PA) or registered nurse (RN).</p> <p>It is acceptable to use data derived from vital records reports received from state or local departments of public health, delivery logs or clinical information systems if they are available and are directly derived from the medical record with a process in place to confirm their accuracy. If this is the case, these may be used in lieu of the Only Acceptable Sources listed below.</p> <p>If primagravida or nulliparous is documented select zero for the number of previous live births.</p> <p><u>GTPAL documentation alone does not indicate previous live births. Previous live births may be abstracted from an acceptable data source by adding the number of all previous Term plus Preterm deliveries minus the Stillbirths and the current delivery.</u></p>

If the number of previous live births entered by the clinician in the first document listed is obviously incorrect (in error) but it is a valid number or two different numbers are listed in the first document and the correct number can be supported with documentation in the other acceptable data sources in the medical record, the correct number may be entered.

**Suggested Data Sources:****ONLY ACCEPTABLE SOURCES IN ORDER OF PREFERENCE**

- Delivery room record, note or summary
- Operating room record, note or summary
- History and physical
- Prenatal forms
- Admission clinician progress note
- Discharge summary

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"><li>• None</li></ul>	<ul style="list-style-type: none"><li>• None</li></ul>

**Data Element Name:** Patient Identifier

**Collected For:** All MassHealth Records

**Definition:** The identification number used by the Hospital to identify this patient.

**Suggested Data Collection Question:** What is the patient's hospital patient identification number?

**Format:**                      **Length:** 40  
                                    **Type:** Alphanumeric  
                                    **Occurs:** 1

**Allowable Values:** Up to 40 letters and / or numbers

**Notes for Abstraction:** When abstracting this data element for a clinical measure file, the data in this field must match the hospital patient ID number submitted in the corresponding crosswalk file.

**Suggested Data Sources:** Administrative record  
Face sheet

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Patient Instructions
<b>Collected For:</b>	CCM-2
<b>Definition:</b>	<p>Patient Instructions refers to information that is associated with the diagnosis, treatment, and plan of care specific to the patient's inpatient stay that should be followed by the patient after discharge from inpatient care.</p> <p>A transition record that included patient instructions (discharge instructions) related to the inpatient stay.</p>
<b>Suggested Data Collection Question:</b>	Does the Transition Record include Patient Instructions?
<b>Format:</b>	<p><b>Length:</b> 1</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Y (Yes)            The transition record includes Patient Instructions.</p> <p>N (No)            The transition record does not include Patient Instructions.</p>
<b>Notes for Abstraction:</b>	<p>Patient instructions include post-discharge patient self-management instructions.</p> <p>If the patient instructions given to the patient are on a separate page from the transition record and not retained in the permanent medical record, there must be a reference listing the patient instructions given to the patient.</p> <p>Patient instructions should be transmitted to the next provider of care with the Transition Record.</p> <p>In the event the patient is transferred to another site where the patient instructions will be determined at the time of discharge from that site of care, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site of care.</p>
<b>Suggested Data Sources:</b>	<p>Transition Record</p> <p>Patient Instructions (may be pre-printed forms)</p> <p>Discharge Instructions</p>

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Payer Source
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	<p>The definition of Medicaid payer source as defined by the Massachusetts regulations noted in Section 2 of this EOHHS manual.</p> <p>The definition of the Medicaid payer source data element differs from the CMS National Hospital Inpatient Quality Measures reporting requirement.</p>
<b>Suggested Data Collection Question:</b>	What is the patient's primary source of Medicaid payment for care provided?
<b>Format:</b>	<p><b>Length:</b> 3</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Payment source code values assigned by Massachusetts regulations include:</p> <ul style="list-style-type: none"> <li>• 103 Medicaid - includes MassHealth Fee-for-Service and "MassHealth Limited"</li> <li>• 104 Medicaid Managed Care – Primary Care Clinician Plan (PCCP)</li> <li>• 108 MCD Managed Care - Fallon Community Health Plan</li> <li>• 110 MCD Managed Care - Health New England</li> <li>• 113 MCD Managed Care - Neighborhood Health Plan</li> <li>• 118 MCD Managed Care - Mass Behavioral Health Partnership Plan</li> <li>• 207, 274 MCD Managed Care- Network Health (Cambridge Health Alliance)</li> <li>• 208 MCD Managed Care - HealthNet (Boston Medical Center)</li> <li>• 282 BMC- MassHealth CarePlus</li> <li>• 283 Fallon- MassHealth CarePlus</li> <li>• 284 NHP- MassHealth CarePlus</li> <li>• 285 Network Health- MassHealth CarePlus</li> <li>• 286 Celticare- MassHealth CarePlus</li> <li>• 287 MassHealth CarePlus</li> <li>• 119 Medicaid Managed Care Other (not listed elsewhere). This code is a catchall for other insurance products that existed or new products that may arise during a given time period. These products may be assigned different revenue codes by the hospital depending on how they use it.</li> <li>• 178 Children's Medical Security Plan (CMSP)</li> </ul>
<b>Notes for Abstraction:</b>	<p>As noted in Section 2.C.1 (Table 2.2) a revised list of included and excluded Medicaid payer codes resulting from Affordable Care Act requirements apply. The Massachusetts regulations outline the payer data reporting definitions and codes for Medicaid payment sources required when preparing MassHealth data files for submission.</p> <p><b>Primary source of payment is a MassHealth insurance program:</b></p> <ul style="list-style-type: none"> <li>• If Medicaid is the only payer listed (see payer codes above);</li> <li>• If Medicaid is primary and another secondary insurance is listed.</li> </ul> <p><b>Primary source of payment is NOT a MassHealth insurance program:</b></p> <ul style="list-style-type: none"> <li>• If Medicare is the only payer listed;</li> <li>• If Medicare is primary and lists Medicaid as secondary(ex: dual eligible)</li> <li>• If HMO/Commercial Plan is primary and lists Medicaid as secondary (TPL)</li> </ul>



**Suggested Data Sources:** Face sheet (Emergency Department / Inpatient)  
 UB-04, filed location, 50A, B, C  
 MassHealth Eligibility Verification System (EVS)  
<http://www.mass.gov/eohhs/provider/insurance/masshealth/claims/eligibility-verification/>

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Plan for Follow-up Care
<b>Collected For:</b>	CCM-2
<b>Definition:</b>	<p>Plan for Follow-up Care refers to a document that describes further action to be taken after the patient is discharged that is shared with patient/family caregiver. The purpose of a plan for follow-up care is to track and monitor progress toward patient goals.</p> <p>A transition record that included a Plan for Follow-up Care related to the inpatient stay or documentation by a physician of no follow-up care required.</p>
<b>Suggested Data Collection Question:</b>	Does the Transition Record include a Plan for Follow-up Care related to the inpatient stay OR documentation by a physician of no follow-up care required OR patient is a transfer to another site of care?
<b>Format:</b>	<p><b>Length:</b> 1</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Y (Yes) The transition record includes a Plan for Follow-up Care OR documentation by a physician of no follow-up care required OR patient is a transfer to another site of care.</p> <p>N (No) The transition record does not include a Plan for Follow-up Care.</p>
<b>Notes for Abstraction:</b>	<p>The Plan for follow-up care may include:</p> <ul style="list-style-type: none"> <li>Any post discharge therapy needed (ex. physical, occupational, home health visits, VNA)</li> <li>Any durable medical equipment needed</li> <li>Family psychosocial resources available for patient support (ie. counseling, Alcoholics Anonymous), or</li> <li>Follow up appointments</li> </ul> <p>A scheduled appointment or specific instructions for the patient to call within a certain timeframe to make an appointment with a physician/ health care professional will be accepted.</p> <p>Example: Call Dr Jackson for appointment in 1 week  Primary Care Physician to call patient with appointment date/time  Follow up with Dr Jackson as needed  Call OB for appointment in 1 week  Appointment scheduled with Cardiology in 2 days</p> <p>If the patient does not have a primary care physician, then the patient can be referred to a healthcare clinic for follow up.</p> <p>If it is documented that the patient has declined any plan for follow-up care OR a primary care provider or clinic cannot be identified, then the patient can be referred to the Emergency Department for emergent care.</p> <p>In the event the patient is transferred to another site of care where the plan for follow-up care will be determined at the time of discharge from that site, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.</p>

If it is determined and documented by the physician that the patient requires no follow-up care, documentation of this on the transition record will be acceptable and Y(Yes) should be selected.

**Suggested Data Sources:** Transition Record  
Discharge Instructions

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>• Instruction for patient to call physician / health care professional or site of care such as a clinic to schedule appointment within a specific time frame</li> <li>• A scheduled appointment</li> <li>• Oxygen therapy</li> <li>• Physical therapy</li> <li>• Occupational therapy</li> <li>• DME</li> <li>• VNA</li> </ul>	

**Data Element Name:** Postal Code

**Collected For:** All MassHealth Records

**Definition:** The postal code of the patient's residence. For the United States zip codes, the hyphen is implied. If the patient is determined to not have a permanent residence, then the patient is considered homeless.

**Suggested Data Collection Question:** What is the postal code of the patient's residence?

**Format:**

<b>Length:</b>	9
<b>Type:</b>	Alphanumeric
<b>Occurs:</b>	1

**Allowable Values:** Any valid five or nine digit postal code or "HOMELESS" if the patient is determined not to have a permanent residence. If the patient is not a resident of the United States, use "Non-US."

**Notes for Abstraction:** If the postal code of the patient is unable to be determined from medical record documentation, enter the provider's postal code.

**Suggested Data Sources:** Face sheet  
UB-04

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Primary Physician or Other Health Care Professional for Follow-up Care	
<b>Collected For:</b>	CCM-2	
<b>Definition:</b>	<p>Primary Physician refers to the physician responsible for overseeing the continued care of the patient immediately after discharge/ post-discharge (ex: Internist, Pediatrician, or Psychiatrist). Other Health Care Professional refers to any other medical specialist that may be involved in the continued care process (ex: surgeon, cardiologist, nurse practitioner etc).</p> <p>A transition record that included the name of the Primary Physician or other Health Care Professional or site designated for follow-up care.</p>	
<b>Suggested Data Collection Question:</b>	Does the Transition Record include the name of the Primary Physician or other Health Care Professional or site designated for follow-up care?	
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1	
<b>Allowable Values:</b>	Y (Yes)	The transition record includes the name of the Primary Physician or other Health Care Professional or site designated for follow-up care.
	N (No)	The transition record does not include the name of the Primary Physician or other Health Care Professional or site designated for follow-up care.
<b>Notes for Abstraction:</b>	<p>The primary physician or other health care provider's name must be specified. The exception is for a site of care such as a nursing home when the physician name may not be known. In this case the site name must be documented.</p> <p>The VNA or home health agency is not acceptable as a Primary Care Physician or other Health Care Professional designated for follow-up care.</p> <p>If the patient is transferred to the next site of care and the physician designated for follow-up is unknown, "site physician" or site of care name will be accepted and this element may be documented as Y (Yes).</p> <p>If a follow-up appointment is made with a clinic where the physician / other health care professional is not known at the time of the appointment, this element may be documented as Y (Yes). Ex. Follow up appointment made at GI Clinic in one week</p> <p>In the case of a patient declining assignment of a PCP or clinic, the patient may be referred to the Emergency Room for follow up care.</p> <p>If it is determined and documented by the physician that the patient requires no follow-up care, the name of the patient's primary physician or other health care professional or site designated for care must be documented.</p>	
<b>Suggested Data Sources:</b>	Transition Record Discharge Instructions	

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>• Specific physician name</li> <li>• Specific health care professional</li> <li>• Clinic or site name</li> <li>• Transferred</li> <li>• Emergency Room</li> </ul>	<ul style="list-style-type: none"> <li>• “PCP” “Primary Care Physician”</li> <li>• VNA</li> </ul>

<b>Data Element Name:</b>	Prior Uterine Surgery
<b>Collected For:</b>	MAT-3
<b>Definition:</b>	Documentation that the patient had undergone prior uterine surgery.
<b>Suggested Data Collection Question:</b>	Is there documentation that the patient had undergone prior uterine surgery?
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	Y(Yes) The medical record contains documentation that the patient had undergone prior uterine surgery.  N(No) The medical record does not contain documentation that the patient had undergone a prior uterine surgery OR unable to determine from medical record documentation.
<b>Notes for Abstraction:</b>	
<b>Suggested Data Sources:</b>	History and physical Nursing admission assessment Progress notes Physician's notes Prenatal forms

**Guidelines for Abstraction:**

Inclusion	Exclusion
<p>The <b>only</b> prior uterine surgeries considered for the purposes of the measure are:</p> <ul style="list-style-type: none"> <li>• Prior classical Cesarean <u>birth</u> which is defined as a vertical incision into the upper uterine segment</li> <li>• Prior myomectomy</li> <li>• Prior uterine surgery resulting in a perforation of the uterus due to an accidental injury</li> <li>• History of a uterine window or thinning <u>or defect</u> of the uterine wall noted during prior uterine surgery or during <u>a past or current</u> ultrasound</li> <li>• History of uterine rupture requiring surgical repair</li> <li>• History of a cornual ectopic pregnancy</li> <li>• History of transabdominal cerclage</li> </ul>	<ul style="list-style-type: none"> <li>• Prior low transverse cesarean <u>birth</u></li> <li>• Prior cesarean <u>birth</u> without specifying prior classical cesarean <u>birth</u></li> <li>• History of an ectopic pregnancy without specifying cornual ectopic pregnancy</li> <li>• History of a cerclage without specifying transabdominal cerclage</li> </ul>

<b>Data Element Name:</b>	Provider ID
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	The provider's ten digit acute care Medicaid <u>or</u> six digit Medicare provider.
<b>Suggested Data Collection Question:</b>	What is the provider's ten digit acute care Medicaid or six digit Medicare ID?
<b>Format:</b>	<b>Length:</b> 10 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	Any valid ten digit Medicaid or six digit Medicare provider ID.
<b>Notes for Abstraction:</b>	Hospitals must submit either their valid Medicare or Medicaid Provider ID for all MassHealth measure files or crosswalk files.
<b>Suggested Data Sources:</b>	Administrative record

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None



**Data Element Name:** Provider Name

**Collected For:** All MassHealth Records

**Definition:** The name of the provider of acute care inpatient services.

**Suggested Data Collection Question:** What is the name of the provider of acute care inpatient services?

**Format:**  
**Length:** 60  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:** Provider name

**Notes for Abstraction:** The provider name is the name of the hospital.

**Suggested Data Sources:** Face sheet

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Race	
<b>Collected For:</b>	All MassHealth Records	
<b>Definition:</b>	<p>The patient's self-reported race as defined by the Massachusetts regulation noted in Section 2 of this EOHHS manual.</p> <p>The definition of "Race" data element categories in the Massachusetts regulation differ from the CMS National Hospital Inpatient Quality Measures reporting requirement.</p>	
<i>Suggested Data</i>		
<b>Collection Question:</b>	What is the patient's self-reported race?	
<b>Format:</b>	<b>Length:</b>	6
	<b>Type:</b>	Alphanumeric
	<b>Occurs:</b>	1
<b>Allowable Values:</b>	Select one:	
	<b>Code</b>	<b>Race</b>
	R1	American Indian or Alaska Native:
	R2	Asian:
	R3	Black / African American:
	R4	Native Hawaiian or other Pacific Islander:
	R5	White:
	R9	Other Race:
	UNKNOWN	Unknown / not specified:
<b>Notes for Abstraction:</b>	<p>As noted in Section 2, Table 2.3 comparison chart, the Massachusetts regulation codes and allowable values for the "Race" data element differ from CMS reporting requirement. Hospitals must use the Massachusetts regulation race codes and allowable values when preparing all MassHealth data files for submission.</p> <p>Only collect race data that is self-reported by the patient. Do not abstract a clinician's assessment documented in the medical record.</p> <p>If the medical record contains conflicting documentation on patient self-reported race, abstract the most recent dated documentation. If the medical record contains multiple patient self-reported races on one document, abstract the first self-reported race listed (e.g. – Black/Asian, select Black).</p> <p>If the patient self reports as Hispanic, the Race selected is "Other Race".</p> <p>If codes and allowable values, other than those listed above, are documented in the medical record, a crosswalk that links the hospitals' codes/values to the Massachusetts regulation requirements must be provided for chart validation.</p>	
<b>Suggested Data Sources:</b>	<p>Administrative records</p> <p>Face sheet (Emergency Department / Inpatient)</p> <p>Nursing admission assessment</p> <p>Prenatal initial assessment form</p>	

**Guidelines for Abstraction:**

Inclusions	Exclusion
<p><u>(OMB definitions)</u></p> <ul style="list-style-type: none"> <li>• <b>American Indian or Alaska Native:</b> A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliations or community attachment, e.g. any recognized tribal entity in North and South America (including Central America), Native American.</li> <li>• <b>Asian:</b> A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</li> <li>• <b>Black / African American:</b> A person having origins in any of the black racial groups of Africa. Terms such as “Haitian” or “Negro”, can be used in addition to “Black or African American”.</li> <li>• <b>Native Hawaiian or Other Pacific Islander:</b> A person having origins in any of the other original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</li> <li>• <b>White:</b> A person having origins in any of the original peoples of Europe, the Middle East, or North Africa, e.g., Caucasian, Iranian, White.</li> <li>• <b>Other Race:</b> A person having an origin other than what has been listed above.</li> <li>• <b>Unknown:</b> Unable to determine the patient’s race or not stated (e.g., not documented, conflicting documentation or patient unwilling to provide).</li> </ul>	None

**Data Element Name:** Reason for Inpatient Admission

**Collected For:** CCM-2

**Definition:** The reason for inpatient admission describes the patient's chief complaint, reason for admission, or diagnosis at time of admission.

A transition record that included the Reason for Inpatient Admission.

**Suggested Data Collection Question:** Does the Transition Record include the Reason for Inpatient Admission?

**Format:** **Length:** 1  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:** Y (Yes) The transition record includes the Reason for Inpatient Admission.

N (No) The transition record does not include the Reason for Inpatient Admission.

**Notes for Abstraction:** The reason for admission may be a short synopsis or listing of the triggering or precipitating event prior to the patients admission to the hospital.

Documentation of a diagnosis, symptoms, or procedure is acceptable for Reason for Admission. The Reason for Inpatient Admission must be documented and differentiated from the Discharge Diagnosis on the Transition Record.

In the event the patient is transferred to another site of care and the reason for admission is provided to the next site of care, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.

**Suggested Data Sources:** Transition Record  
Discharge Instructions

**Guidelines for Abstraction:**

Inclusion	Exclusion
This list is not all-inclusive <ul style="list-style-type: none"> <li>Reason for Admission</li> <li>Admission diagnosis</li> <li>Primary diagnosis</li> <li>Chief complaint</li> </ul>	

<b>Data Element Name:</b>	Reconciled Medication List
<b>Collected For:</b>	CCM-1
<b>Definition:</b>	<p>A Reconciled Medication List is the result of the formal process of identifying all medications to create the most complete and accurate list and comparing the list to those in the patient's record or medication orders at the time of discharge.</p> <p>The Transition Record included the reconciled list received by the patient/caregiver(s) including new, continued, and discontinued medications as applicable to the patient at the time of discharge.</p>
<b>Suggested Data Collection Question:</b>	Did the patient/ caregiver(s) receive a copy of the reconciled medication list at the time of discharge?
<b>Format:</b>	<p><b>Length:</b> 1</p> <p><b>Type:</b> Alphanumeric</p> <p><b>Occurs:</b> 1</p>
<b>Allowable Values:</b>	<p>Y (Yes) The patient/caregiver(s) received a reconciled medication list at the time of discharge.</p> <p>N (No) The patient/caregiver(s) did not receive a reconciled medication list that the time of discharge.</p>
<b>Notes for Abstraction:</b>	<p>The reconciled list should address medications taken prior to inpatient stay (to be continued or active), started during inpatient stay or upon discharge (new) and medications to discontinue at discharge. <i>If the patient has no home medications and is discharged with no medications, the abstractor should select "Yes".</i></p> <p><b>Discontinued</b> – Medications that should be discontinued or held after discharge, AND</p> <p><b>Continued</b> – Medications (including any prescribed before inpatient stay and any started during inpatient stay) that patient should continue to take after discharge, AND</p> <p><b>New</b> – Newly prescribed medications that patient should begin taking after discharge.</p> <p>In the case of electronic health records, when determining that the New, Continued, and Discontinued sections of the medication reconciliation form are present, if one or more of the sections is missing, and it is determined that there are no medications ordered that would be included in those sections, you may answer "YES" to this element.</p> <p>Example: If there are no medications to be discontinued at discharge, and there is no discontinued section in the electronic health record due to this fact, then this would be acceptable.</p> <p>All 3 categories of continued, new, and discontinued must be addressed for the patient but do not need to be labeled separately. For instance, a medication reconciliation form with the category title "medications to take" is acceptable documentation for the continued and new categories.</p>

A reconciled medication form that does not list discontinued medications must state clearly to the patient that “medications not listed should be discontinued” or “only medications listed should be taken”.

In the event the medication reconciliation form is present in the medical record and there is no documentation which clearly suggests that a copy was given, the inference should be made that it was given IF the patient’s name or the medical record number appears on the material AND hospital staff or the patient/caregiver has signed the material.

Prescribed dosage, instructions, and intended duration if applicable (ex Amoxicillin 500mg PO x 10 days), must be included for each continued and new medication list.

In the event the patient is transferred to another site of care where the medication reconciliation will be determined at the time of discharge from that site, this data element may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.

If discharge medications are noted using only references such as “continue home meds”, “resume other meds”, or “same medications,” rather than list the names of the discharge medications, the abstractor should select N (No).

Oxygen should not be considered a medication.

Medication which the patient will not be taking at home (and/or the caregiver will not be giving at home) are NOT required in the medication list included in the written discharge instructions (e.g., monthly B12 injections, intermittent IV dobutamin, Natrekor infusions, dialysis meds, chemotherapy)

If the patient refused written discharge instructions/ material which addressed discharge medications, select Y(Yes).

If the patient was given written discharge medication instructions only in the form of written prescriptions, select N(No).

**Suggested Data Sources:** Medication Reconciliation Form provided to the patient at discharge

**Guidelines for Abstraction:**

Inclusion	Exclusion

<b>Data Element Name:</b>	Sample	
<b>Collected For:</b>	All MassHealth Records	
<b>Definition:</b>	Indicates if the data being transmitted for a hospital has been sampled, or represent an entire population for the specified time period.	
<b>Suggested Data Collection Question:</b>	Does this case represent part of a sample?	
<b>Format:</b>	<b>Length:</b>	1
	<b>Type:</b>	Alphanumeric
	<b>Occurs:</b>	1
<b>Allowable Values:</b>	Y (Yes)	The data represents part of a sample.
	N (No)	The data is not part of a sample; this indicates the hospital is abstracting 100 percent of the discharges eligible for this topic.
<b>Notes for Abstraction:</b>	None	
<b>Suggested Data Sources:</b>	Not Applicable	

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None

<b>Data Element Name:</b>	Sex
<b>Collected For:</b>	All MassHealth Records
<b>Definition:</b>	The patient's documented sex on arrival at the hospital.
<b>Suggested Data Collection Question:</b>	What was the patient's sex on arrival at the hospital?
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	M = Male F = Female U = Unknown
<b>Notes for Abstraction:</b>	<p>Collect the documented patient's sex at admission or the first documentation after arrival</p> <p>Consider the sex to be unable to determine and select "Unknown" if:</p> <ul style="list-style-type: none"> <li>• The patient refuses to provide their sex</li> <li>• Documentation is contradictory</li> <li>• Documentation indicates the patient is a transsexual</li> <li>• Documentation indicates the patient is a hermaphrodite</li> </ul>
<b>Suggested Data Sources:</b>	Consultation notes Emergency department record Face sheet History and physical Nursing admission notes Progress notes

**Guidelines for Abstraction:**

Inclusion	Exclusion
None	None



<b>Data Element Name:</b>	Studies Pending at Discharge	
<b>Collected For:</b>	CCM-2	
<b>Definition:</b>	<p>Studies pending at discharge refers to any medical tests performed during hospitalization, but whose final results were unavailable at the time the patient was discharged, and therefore could not be reviewed by clinicians prior to hospital discharge.</p> <p>A transition record that included the Studies Pending at Discharge or documentation that no studies are pending.</p>	
<b>Suggested Data Collection Question:</b>	Does the Transition Record include documentation of Studies Pending at Discharge or that no studies were pending?	
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1	
<b>Allowable Values:</b>	Y (Yes)	The transition record includes documentation of studies pending at discharge or documentation that no studies were pending.
	N (No)	The transition record does not include documentation of studies pending at discharge or documentation that no studies were pending.
<b>Notes for Abstraction:</b>	<p>The definition requires documentation of Studies Pending at Discharge or documentation of none. If there is documentation of No studies pending/ None/ N/A, the abstractor should select Y (Yes).</p> <p>Any studies pending must be listed, not just documented as “Yes” on the transition record.</p> <p>Studies pending do not include tests scheduled to be performed after discharge from inpatient care.</p> <p>In the event of a transfer to another site of care, if <u>documentation of tests or procedures with pending results</u> was <u>provided</u> with the patient to the receiving site, this element may be documented as Y (Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site.</p>	
<b>Suggested Data Sources:</b>	Transition Record Discharge Instructions	

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>• No studies pending, None, NA</li> <li>• Tissue Pathology Studies</li> <li>• Radiology Studies</li> <li>• Biopsy Reports</li> <li>• CT Scan results</li> <li>• X-ray results</li> <li>• Lab results</li> </ul>	

<b>Data Element Name:</b>	Term Newborn
<b>Collected For:</b>	NEWB-1
<b>Definition:</b>	Documentation that the newborn was at term or $\geq 37$ completed weeks of gestation at the time of birth.
<b>Suggested Data Collection Question:</b>	Is there documentation that the newborn was at term or $\geq 37$ completed weeks of gestation at the time of birth?
<b>Format:</b>	<b>Length:</b> 1 <b>Type:</b> Alphanumeric <b>Occurs:</b> 1
<b>Allowable Values:</b>	<p>Y (Yes) There is documentation that the newborn was at term or <math>\geq 37</math> completed weeks of gestation at the time of birth.</p> <p>N (No) There is no documentation that the newborn was at term or <math>\geq 37</math> completed weeks of gestation at the time of birth OR unable to determine from medical record documentation.</p>
<b>Notes for Abstraction:</b>	<p>Gestational age should be rounded off to the nearest completed week, not the following week. For example, an infant born on the 5th day of the 36th week (35 weeks and 5/7 days) is at a gestational age of 35 weeks, not 36 weeks. Estimated gestational age (EGA) may be used to determine gestational age, <u>including a range of numbers that are 37 weeks or greater, e.g., 37-38 weeks gestation.</u></p> <p>It is acceptable to use data derived from vital records reports received from state or local departments of public health, delivery logs or clinical information systems if they are available and are directly derived from the medical record with a process in place to confirm their accuracy. If this is the case, these may be used in lieu of the acceptable data sources listed below.</p> <p>The mother's medical record ALONE cannot be used to determine the newborn's gestational age. This documentation must appear in the newborn's medical record without using the mother's medical record to perform the abstraction even if there is a link between the mother and newborn medical records in the EHR.</p> <p><u>In cases when there is conflicting documentation, e.g., both term and a gestational age of 36 weeks are documented, the gestational age takes precedence.</u></p>
<b>Suggested Data Sources:</b>	History and physical Nursing notes Nursing admission assessment Progress notes Physician's notes Discharge summary

**Guidelines for Abstraction:**

Inclusion	Exclusion
• Gestational age of 37 weeks or more	• Gestational age of 36 weeks or less

<ul style="list-style-type: none"> <li>• Early term</li> <li>• Full term</li> <li>• Late term</li> <li>• Post term</li> <li>• Term</li> </ul>	<ul style="list-style-type: none"> <li>• Preterm</li> <li>• Early preterm</li> <li>• Late preterm</li> </ul>
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**Data Element Name:** Transition Record

**Collected For:** CCM-2

**Definition:** A transition record refers to a document (or set of documents), as defined by the hospital, that must contain the minimum core set of information relevant to the patient's diagnosis, treatment, and plan of care. The core set of required information data elements are as follows.

Core set of Required Elements (11):

- Advance Care Plan
- Contact Information 24 hrs/7 days
- Contact Information for Studies Pending
- Current Medication List
- Medical Procedures & Tests
- Patient Instructions
- Plan for Follow-up Care
- Primary Physician/ Health Care Professional for Follow-up Care
- Discharge Diagnosis
- Reason for Inpatient Admission
- Studies Pending at Discharge

**Suggested Data**

**Collection Question:** Did the patient/ caregiver(s) or the next site of care for a transfer receive a transition record at the time of discharge?

**Format:**

**Length:** 1  
**Type:** Alphanumeric  
**Occurs:** 1

**Allowable Values:** Y (Yes) The patient/caregiver(s) or the next site of care for a transfer received a transition record at the time of discharge.

N (No) The patient/caregiver(s) or the next site of care for a transfer did not receive a transition record at the time of discharge.

**Notes for Abstraction:** For a transition record that included any or all of the required elements received by the patient/ family caregiver at the time of hospital inpatient discharge, select Y(Yes).

The required data elements in a Transition Record may be found on a single source document or multiple sources but these sources must be provided to the patient/ caregiver or the next site of care in the case of a transfer.

Documents used for the Transition Record may include, but are not limited to:

- Transition Record
- Discharge Instructions
- Transfer Forms
- Any document given to the patient/ family caregiver that includes ANY or ALL of the required data elements
- Any document given to the next site of care for a patient transfer that includes ANY or ALL of the required data elements
- Physician Discharge Summary ONLY if given to the patient/ family caregiver or the next site of care in the case of a transfer.

In the event the patient is transferred to another site of care and the transition record, that included any or all of the required elements, is given to the next site of care, the Transition Record may be documented as Y(Yes). Documentation of Y(Yes) also applies to patients discharged and admitted within the same site of care.

PATIENT PORTAL- Notification to the patient of the availability of a patient portal which gives access to ANY or ALL of the required data elements does

not meet the requirement for Transition Record. There must be documentation in the medical record that the patient has elected to access the patient portal for the post discharge Transition Record information. Abstractors may then select Y(Yes) for data elements available to the patient within the portal. Documentation of the required data elements located in the patient portal must be provided for records selected for validation.

Documentation of evidence the patient/ family caregiver received the Transition Record includes:

- Patient/ family caregiver signature on Transition Record
- Nursing documentation of patient receipt of Transition Record
- Physician/ Nurse signature on Transition Record

The caregiver is defined as the patient's family or any other person over age 18 who will assume responsibility for managing the care of the patient after discharge. The caregiver term is differentiated from other health care professional entities that may assist in the care of the patient.

**Suggested Data Sources:** Transition Record  
Discharge Instructions  
Transfer Forms

**Guidelines for Abstraction:**

Inclusion	Exclusion
	Physician Discharge Summary: Do not abstract information from the physician discharge summary for CCM-2 (unless a copy of the physician discharge summary is given to the patient/caregiver or the patient is a transfer)

<b>Data Element Name:</b>	Transmission Date (of Transition Record)		
<b>Collected For:</b>	CCM-3		
<b>Definition:</b>	<p>The Transmission Date refers to the month, day and year the Transition Record was transmitted to the next site of care, physician, or other health care professional designated for follow-up care.</p> <p>Transmission methods may occur via fax, secure email, mail, or via mutual access of an electronic medical record (EMR). The transmission date may be the day of discharge or within the following two days.</p>		
<b>Suggested Data Collection Question:</b>	What was the date documented in the medical record that the Transition Record was transmitted?		
<b>Format:</b>	<b>Length:</b>	10 – MM-DD-YYYY (includes dashes)	
	<b>Type:</b>	Date	
	<b>Occurs:</b>	1	
<b>Allowable Values:</b>	MM	=	Month (01-12)
	DD	=	Day (01-31)
	YYYY	=	Year (2000 – 9999)
	UTD	=	Unable to determine/ No transmission date
<b>Notes for Abstraction:</b>	<p>There must be a Transmission of the Transition Record to the next provider or site of care. A physician or site of care listed as “cc” on the discharge summary or transition record is not enough to meet the measure. The date the Transmission occurred must be captured in the EHR system or documented within the medical record.</p> <p>Documentation of the date of Transmission must be provided for validation.</p> <p><u>EMR</u> -In the case of Electronic Medical Records (EMR), there must be documentation in the medical record or on the transition record by discharging staff of the date the information has been transmitted to the next provider of care.</p> <p><u>MUTUAL ACCESS</u>- In the case of mutual access, there must be documentation in the medical record or on the transition record of the date of notification to the provider that the patient has been discharged and the transition record elements are ready for review. The next provider of care having access to the EMR without documentation of notification is not enough to pass this measure.</p> <p><u>NEXT PROVIDER NOT IDENTIFIED</u>- If the Emergency Room of the hospital is <u>documented as</u> the referral for follow-up care, EMR mutual access is the assumed answer and the date of discharge may be documented for the Transmission Date.</p> <p><u>TRANSFER</u>- In the event the patient is transferred to another site of care where the plan for follow-up care will be determined at the time of discharge from that site, the discharge date should be used as the Transmission Date. Documentation of the discharge date also applies to patients discharged and admitted within the same site.</p>		

**FAX**- In the case of a fax transmission, there must be documentation in the medical record or on the transition record of the date the fax was sent to the next provider.

**MAIL**- If the transition record is sent by mail, the date of the mailing may be documented in the medical record or on the transition record as the Transmission Date.

**HAND DELIVERY**- A transition record given to the patient to hand carry to a physician is not acceptable.

If the discharging physician is also the physician designated for follow up care, transmission of the Transition Record to the provider or provider practice is still required.

Any documentation used to complete the Transition Record must be transmitted with the Transition Record (ex. Medication Reconciliation Form, Discharge Instructions).

The transition record should be transmitted to the next provider even if there is no follow-up care required.

**Suggested Data Sources:**

- Transition Record
- Discharge Instructions
- Physician Discharge Summary
- Administrative Records or Screen Shots
- Information Systems Reports
- Health Information Management (HIM) Reports

**Guidelines for Abstraction:**

Inclusion	Exclusion
<ul style="list-style-type: none"> <li>• Faxed</li> <li>• Secure Email</li> <li>• Mail</li> <li>• Electronic Medical Record (EMR) or Electronic Health Record (EHR) with proper documentation of notification to next provider of care</li> </ul>	<ul style="list-style-type: none"> <li>• Hand carried by patient</li> <li>• Transmission to the VNA</li> </ul>